

FILE COPY

**CALIFORNIA POLYTECHNIC STATE UNIVERSITY**  
San Luis Obispo, California 93407

**ACADEMIC SENATE**

**Academic Senate Agenda**  
**Tuesday, September 23, 1986**  
UU 220, 3:00-5:00 p.m.

- I. Minutes: None
- II. Communications:
  - A. President's Response to Resolution AS-221-86/BC, AIMS Quarterly Budget Report (attached p. 2).
  - B. Chancellor Reynolds' Response to Resolution AS-225-86/EX, Faculty Workload (attached p. 3).
  - C. Memo Inviting the Academic Senate Executive Committee, Committee Chairs, and All Senators to Meet with Dale Ride, Chairman of the Board of Trustees, on **Friday, September 26, from 10:30-11:15am, in Adm 409** (attached pp. 4-5).
- III. Discussion:  
Open Discussion with Lee Kerschner, Executive Director, Commission for the Review of the Master Plan for Higher Education.
- IV. Reports:
  - A. President/Academic Affairs Office
  - B. Statewide Senators
  - C. Chair's Report on Academic Senate Summer Activity
- V. Business Items:
  - A. Resolution on/Proposed Dean Evaluation Form - Andrews, Chair of the Personnel Policies Committee, Second Reading (attached p. 6-9).
  - B. Elimination of Discordant Provisions of the University Professional Leave Committee (UPLC) Bylaws, Leave with Pay Guidelines, and the Academic Senate Bylaws, AS-209-86/UPLC - Terry, Chair of the UPLC, First Reading (attached p. 10).
  - C. Resolution on Lottery Funds Consultation - Conway, Chair of the Budget Committee, First Reading (attached p. 11).
  - D. Resolution on Guidelines for the Establishment of Research, Educational, or Public Service Units - Terry, Chair of Ad Hoc Committee to Review Guidelines for the Establishment of Research...Units, First Reading (attached pp. 12-16).
  - E. Resolution on AIMS Funding - Forgeng, First Reading (attached p. 17).
- VI. Adjournment:

AUG 4 1986

## Memorandum

## Academic Senate

To : Lloyd Lamouria, Chair  
Academic Senate

Date : August 1, 1986

File No.:

Copies : Malcolm Wilson  
Jim Landreth  
David Walch  
Frank Lebens

From : Warren J. Baker  
President

Subject : ACADEMIC SENATE RESOLUTION ON AIMS  
QUARTERLY BUDGET REPORT (AS-221-86/BC)

This will acknowledge your memo of July 15 with which you transmitted the subject resolution. I have reviewed the issue with appropriate staff and all have agreed that the request for a quarterly report on AIMS expenditures can be provided as requested and the resolution adopted by the Academic Senate on July 8 is approved.

I am asking Jim Landreth to work with the Interim Vice President for Information Systems and others as needed and to present the requested report. Based upon the current status, I think that the first such report would be presented in October, 1986 based upon the first quarter of the academic year and quarterly thereafter.

# THE CALIFORNIA STATE UNIVERSITY

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**RECEIVED**

September 15, 1986 SEP 17 1986

**Academic Senate**

Professor Lloyd H. Lamouria  
Chair, Academic Senate  
California Polytechnic State University  
San Luis Obispo, CA 93407

Dear Professor Lamouria:

Your resolution on faculty workload (AS-225-86/EX) has been received. It calls for a reduction in direct teaching loads of 33 1/3%. Such a reduction, if implemented under present workload formulae would require almost 4,500 new faculty positions across the California State University. Salary costs alone, based on 1986/87 schedules, would be in excess of \$156 million. The capital outlay costs for offices, etc., would also be considerable. It is unlikely that the State of California, through its legislature, would take such a request seriously.

The solution to achieving more time for faculty research and development is to use existing workload standards in a more flexible manner. Let's work together to achieve this end.

Sincerely,

W. Ann Reynolds  
Chancellor

cc: Dr. William E. Vandament  
Dr. Caesar Naples  
Mr. D. Dale Hanner  
Dr. Anthony J. Moye  
Mr. Jacob Samit  
Mr. Louis V. Messner  
President Warren J. Baker

# CALIFORNIA POLYTECHNIC STATE UNIVERSITY

San Luis Obispo, California 93407

## Academic Senate

805/546-1258

**Date:** September 16, 1986

**cc:** Howard West

**To:** **Academic Senate Executive Committee:**

<u>Office Held</u>	<u>Member</u>	<u>Dept</u>	<u>Ofc / Dept</u>	<u>Expiration</u>
Chair	Lamouria, Lloyd H.	AgEngr	2241/1258	1987
Vice Chair	Gamble, Lynne	Library	2345/2345	1987
Secretary	Terry, Raymond	Math	2465/2206	1987
CSU Senator	Gooden, Reginald Jr.	PoliSci	2895/2984	1988
CSU Senator	Kersten, Timothy	Econ	2555/2783	1989
CSU Senator	Weatherby, Joseph Jr.	PoliSci	2960/2984	1987
Past Chair	Lamouria, Lloyd H.	AgEngr	2241/1258	1987
Int VP/Acad Affs	Wilson, Malcolm	Admin	2186/2186	Ex Off

### Caucus Chairs

SAED	Botwin, Michael	ArchEngr	1333/1314	1987
SSM	Cooper, Alan	BioSci	2557/2789	1988
SAGR	Crabb, Charles	CropSci	2286/1237	1988
SLA	Currier, Susan	English	2969/2596	1988
SENG	Forgeng, William	MetalEngr	1249/2568	1988
PCS	Jorgensen, Nancy	Cslg/Tstg	2511/2511	1988
SBUS	Riener, Kenneth	BusAdm	1411/2822	1988
SPSE	Wheeler, Marylinda	PE/RecAdm	2198/2545	1988

### **Academic Senate Committee Chairs:**

<u>Chair</u>	<u>Committee</u>	<u>Dept</u>	<u>Ofc/Dept</u>	<u>Term Exp</u>
Andrews, Charles	Personnel Policies	Accountg	2991/1384	1988
Beardsley, George	Fairness Board	Economics	2012/2783	1987
Chirica, Laurian	Research	CompSci	1332/2824	1987
Conway, James	Budget	SpchComm	2569/2553	1988
Dana, Charles	Curriculum	CompSci	1331/2824	1988
French, Steven	Long-Range Plang	C&RPlang	1315/1315	1987
Havandjian, Nishan	Library	Journalism	2191/2508	1987
Hewitt, Clarissa	Instruction	Art	2046/1148	1988
Lewis, George	Gen Ed & Breadth	Math	2072/2206	1988
Loe, Nancy	Status of Women	Library/SC	2305/2305	1988
Montecalvo, Joseph	Elections	FoodSci/Nut	2109/2660	1987
Pippin, Louis	Dist Teachg Awards	Education	2695/2587	1987
Rogalla, John	Const & Bylaws	AgMgt	2594/1457	1988
Stebbins, Michael	Student Affairs	Mgt	1416/1301	1987
Terry, Raymond	Univ Prof Leave	Math	2465/2206	1988

**From:** Lloyd H. Lamouria, Chair of the Academic Senate

**Subject:** Meeting with Dale Ride, Chairman of the Board of Trustees

Attached is a copy of Howard West's announcement concerning the campus visit of Dale Ride, Chairman of the Board of Trustees.

It will be our pleasure to meet in round table discussion with Dale Ride:

**Time:** 10:30am - 11:15am  
**Date:** Friday, September 26  
**Place:** Adm 409

Each of you is urged to participate. We are indeed honored to have the Chairman of the Board of Trustees meet in private session with us. In my limited private conversation with Dale Ride, I have found him to be most open, candid, and amiable. In other words, you will find it easy to visit with him. I suspect that a prime issue will be shared decision making.



## Memorandum


AUG 26 1986

To : Lloyd Lamouria, Chair Academic Senate  
Academic Senate

Date : August 25, 1986

File No.:

Copies : President Baker

From : Howard West Subject : VISITS OF LEE KERSCHNER, EXECUTIVE DIRECTOR  
OF THE MASTER PLAN REVIEW COMMISSION, AND  
DALE RIDE, CHAIRMAN OF THE BOARD OF TRUSTEES

Lloyd, this will simply confirm the discussions that we have had with regard to the visits of Lee Kerschner on September 23 and Chairman of the Board of Trustees, Dale Ride, on Friday, September 26. As previously arranged, the last conversation that I had with Lee Kerschner is that he does plan to drive from Sacramento on Tuesday morning and will plan to meet with the Academic Senate as scheduled at 3 p.m. that afternoon.

On Friday, September 26, the Chairman of the Board of Trustees, Dale Ride, will be visiting the campus. The President has asked that I work with those concerned to arrange a series of meetings and an opportunity for him to meet with as many of the university personnel as possible. Accordingly, we have arranged for a meeting with you and the Executive Committee of the Academic Senate and other individuals in the Academic Senate you might think appropriate on that Friday morning from 10:30 a.m. - 11:15 a.m. The meeting will be scheduled in Administration 409. We had previously discussed the possibility of attempting to schedule the meeting in the University Union. However, with all of the other activities, including the Foundation Board of Directors meeting that same day in UU 220, it appears that the overall best schedule would be to schedule the other meetings with Dale Ride in Administration 409. I hope that this does not inconvenience you or the Senate. I will leave it to you to notify the appropriate members of the Academic Senate regarding the meeting.

**ACADEMIC SENATE**  
OF  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, California

**Background Statement:**

In April 1985, Provost Fort requested the Academic Senate to have the Personnel Policies Committee review and make recommendations as to the most appropriate means of evaluating deans and department heads by the faculty. The Personnel Policies Committee has been working on a new format for the dean's evaluation instrument, which is the basis for this resolution.

**AS-\_\_\_\_-86/\_\_\_\_**

**RESOLUTION ON  
SCHOOL DEAN EVALUATIONS**

- WHEREAS, The dean has primary responsibility for leadership of the school in the allocation and utilization of financial resources, quality of academic programs, admissions and dismissal of students, appointment, retention, tenure, and promotion action, long-range direction of the school, development of external financial resources, and the representation of the school both internal to the university and to external constituents; and
- WHEREAS, The faculty of a school is directly affected by the dean's performance in meeting these responsibilities; and
- WHEREAS, Faculty members are in the closest relationship with the dean to observe his/her performance in fulfilling these responsibilities; and
- WHEREAS, The dean's evaluation by the faculty is utilized for the purpose of providing evaluative information to the Academic Vice President, and
- WHEREAS, Each probationary and tenured faculty member, including those persons in the Faculty Early Retirement Program (FERP), has a professional responsibility to complete the evaluation form each year, in order to provide useful and timely input to the Academic Vice President; therefore, be it
- RESOLVED: That the attached evaluation form be adopted for use by the faculty in evaluating the dean of each school; and be it further
- RESOLVED: That the Academic Senate recommends that said evaluation results be a major part of the Academic Vice President's evaluative consideration of each dean.

Proposed By:  
Personnel Policies Committee  
May 20, 1986

# ANNUAL EVALUATION OF ACADEMIC DEANS

Each probationary or tenured faculty member has a professional responsibility to submit an evaluation of their School Dean. Your participation is of utmost importance if the evaluations are to be given serious consideration by the Academic Vice-President in his evaluation of the Dean. Good performance should be recognized and inadequate performance should be identified.

Dean being evaluated: \_\_\_\_\_

Please indicate how frequently you interact professionally with your Dean:

a. On an individual basis?

Weekly    Monthly    Quarterly    Annually    Never

b. As part of a group?

Weekly    Monthly    Quarterly    Annually    Never

Using the scale provided for each of the following items, please circle the number corresponding to how you rate your Dean performance during this academic year.

Can't	Unsatis-				Out-
Say	factory				Standing
0	1	2	3	4	5

## I. SCHOOL LEADERSHIP

A. Engages in long-range planning	0	1	2	3	4	5
B. Promotes improvement in curricula	0	1	2	3	4	5
C. Promotes improvement in goal policies and procedures	0	1	2	3	4	5
D. Encourages professional development	0	1	2	3	4	5
E. Recognizes professional accomplishments of school faculty	0	1	2	3	4	5
F. Works to enhance the professional reputation of the school	0	1	2	3	4	5
G. Adequately represents department positions and concerns to the university administration	0	1	2	3	4	5
H. Supports recruiting of high-quality students	0	1	2	3	4	5
I. Supports recruiting of high-quality faculty	0	1	2	3	4	5
J. Recruits high-quality support staff for Deans office	0	1	2	3	4	5
K. Fosters alumni relations	0	1	2	3	4	5

	Can't Say 0	1	Unsatis- factory 2	3	4	Out- Standing 5
<b>II. MANAGEMENT AND ADMINISTRATION</b>						
A. Objectively enforces established policy	0	1	2	3	4	5
B. Makes decisions effectively	0	1	2	3	4	5
C. Allocates budget and resources properly and fairly	0	1	2	3	4	5
D. Provides faculty with a report on use of state funds	0	1	2	3	4	5
E. Obtains resources as required	0	1	2	3	4	5
F. Provides faculty with a report on use of discretionary funds	0	1	2	3	4	5
G. Manages within-school personnel relations effectively	0	1	2	3	4	5
H. Effectively implements affirmative action	0	1	2	3	4	5
I. Handles conflicts and differences fairly	0	1	2	3	4	5
J. Provides suitable working conditions	0	1	2	3	4	5
K. Assures appropriate use of facilities	0	1	2	3	4	5
<b>III. COMMUNICATION</b>						
A. Explains matters completely	0	1	2	3	4	5
B. Communicates with clarity	0	1	2	3	4	5
C. Provides information on a timely basis	0	1	2	3	4	5
D. Is diplomatic	0	1	2	3	4	5
E. Solicits faculty input as appropriate	0	1	2	3	4	5
F. Consults with faculty on matters which affect them personally	0	1	2	3	4	5
G. Keeps the school adequately informed about relevant issues	0	1	2	3	4	5
<b>IV. PERSONAL QUALITIES</b>						
A. Is current and informed in the appropriate professional areas	0	1	2	3	4	5
B. Is open and flexible regarding alternative points of view	0	1	2	3	4	5
C. Demonstrates integrity in performing his responsibilities	0	1	2	3	4	5
D. Is available as needed	0	1	2	3	4	5
Overall, how do you rate your Dean?	0	1	2	3	4	5



V. WRITTEN COMMENTS

A. Please describe any actions by your Dean that you have been either especially pleased or displeased with during the year.

B. What suggestions do you have for how your Dean could improve his functioning?

## Memorandum

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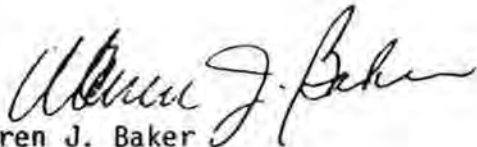
To : Lloyd H. Lamouria  
Chair, Academic Senate

JUL 2 1986

Date : June 23, 1986

Academic Senate

File No.:

Copies : Tomlinson Fort, Jr.  
Jan Pieper  
Mike SuessFrom : Warren J. Baker  
PresidentSubject : Proceedings of the Academic Senate, May 13, 1986  
ELIMINATION OF DISCORDANT PROVISIONS OF THE UNIVERSITY PROFESSIONAL LEAVE  
COMMITTEE (UPLC) BYLAWS, LEAVE WITH PAY GUIDELINES, AND THE ACADEMIC SENATE  
BYLAWS (AS-209-86/UPLC)

The Academic Senate Resolution, AS-209-86/UPLC, adopted May 13, 1986 and forwarded in your memorandum of May 19, 1986 has been reviewed. The above-named revisions are generally acceptable; however, before they are approved, the following modifications to Amendments No. 4 and No. 5 are suggested, as follows:

Amendment No. 4. "Postponements from one academic year to a subsequent academic year shall not be authorized." This would allow the postponement of a leave from one quarter to another quarter within the same academic year, which is not uncommon and allows faculty some flexibility between the time of their initial application and the commencement of that leave.

With regard to Amendment No. 5, it appears that the review of applications and the interview of the leave applicants must occur on the Wednesday of Fall Quarter finals week. It is recommended that this statement be modified to read:

• "Wednesday of Fall Quarter finals week - SPLC's and the LPLC shall complete its review of applications and interview all leave with pay candidates on or before this date."

In addition, it is assumed that references to Provost will be changed to Vice President for Academic Affairs.

I believe these minor modifications would clarify the UPLC Bylaws. Please let me know if there is concurrence with these suggestions.

Adopted: \_\_\_\_\_

**ACADEMIC SENATE**  
OF  
CALIFORNIA POLYTECHNIC STATE UNIVERSITY  
San Luis Obispo, California

**AS-\_\_\_\_-86/\_\_\_\_**

**RESOLUTION ON**  
**LOTTERY FUNDS CONSULTATION**

- WHEREAS, CSU Lottery Education Funds for 1986-87 will be distributed to our campus and will include six broad categories including Continuing Commitments, New Program Authorizations, Discretionary Allocation, Administration, Reserve for Cash Flow, Endowment Allocation, and these funds will amount to \$1,611,537.00; and
- WHEREAS, Currently no body exists on campus to provide consultation to the President on how funds should be allocated/distributed in each of these categories, where discretion is allowed; and
- WHEREAS, The President's newly proposed Advisory Committee on Budgets and Resource Allocation does not have as one of its functions the overseeing of the distribution and allocation of campus funds. Another body that does address these concerns is needed; and
- WHEREAS, The campus and the President are facing an October 31 deadline to propose on the Discretionary Allocation component of the Lottery Education Funds coming to the campus, and consultation is called for in the Chancellor's Office directive dated August 12, 1986, where it states:

Each campus President must request the funds via submission of a letter describing his/her planned uses of the Discretionary Funds. The uses identified in this submission must be in accordance with the guidelines which were approved by the Board of Trustees and which are provided as Attachment D. The request is to be directed to the attention of Mr. Louis V. Messner, Assistant Vice Chancellor, Budget Planning and Administration. Implementation of the request will be by Request for Allocation Order (RAO) which should be submitted with the expenditure plan. Both the plan and the RAO must be submitted no later than October 31, 1986. This date will provide time for the consultative process involving faculty, students, staff, and alumni. (Added emphasis not found in original document.);

therefore, be it

- RESOLVED: That the Academic Senate recommend to President Warren J. Baker that a representative university interim committee be formed, in conjunction with the Academic Senate, to make recommendations in respect to the distribution and allocation of CSU Lottery Education Funds on this campus, and that said committee report its recommendations to the President.

Proposed By:  
Budget Committee  
September 16, 1986

**Memorandum**

To : Lloyd H. Lamouria, Chair  
Academic Senate

Date : 8/20/86

File No.:

Copies : A. Dickerson  
G. Hellyer  
D. Long

From : Raymond D. Terry, Chair  
Ad Hoc Committee to Review Guidelines for the Establishment  
of Research, Educational, or Public Service Units

Subject:

Committee Report

Your memo of August 6, 1986 created and charged the Ad Hoc Committee with reviewing the proposed draft of Guidelines for the Establishment of Research, etc. and preparing recommendations for acceptance, rejection, or modification.

The Ad Hoc Committee met on Tuesday: August 12, 1986 to discuss its impressions of the document. The Ad Hoc Committee recommends a number of additions, deletions and substitutions in the proposed draft.

To highlight the changes recommended by the Ad Hoc Committee in the proposed document, items to be deleted are overstricken with a "-"; additions or substitutions are indicated by being underlined. Where the proposed document contained underlined words or phrases, these have been replaced by bold print to avoid confusion. Likewise, items preceded by a solid circle in the proposed draft are preceded by an asterisk in the amended proposed draft.

The major change recommended by the Ad Hoc Committee involves the definition of institutes and centers. The Ad Hoc Committee maintains that at universities having institutes and centers, an institute is usually the unit with the broader scope.

A second important change involves the appointment of ad hoc administrative review committees to aid in developing proposals.

Thirdly, the Ad Hoc Committee recommends that the director of an auxiliary academic unit be nominated by the faculty members of the proposed unit and approved by the school dean(s) involved and also by the Vice President for Academic Affairs.

Other changes recommended by the Ad Hoc Committee are primarily editorial. Verbal arguments in support of the proposed changes will be made at the September 16 Executive Committee meeting.



California Polytechnic State University  
San Luis Obispo

RESOLUTION ON  
General Guidelines for the  
Establishment of  
Research, Educational, or Public Service Units

This bulletin gives guidance concerning the rationale and procedures for establishing institutes and centers. Such academic auxiliary units may be formed as organizational entities within the university if the teaching, research, or public services activities of the faculty members who participate will be improved.

This document governs those academic auxiliary units -- institutes and centers -- that are directed towards the enhancement of selected academic topics within the curriculum. It does not concern itself with the establishment or running of central administrative or service units such as the Computing Center, the Audio-Visual Center, or the Learning Assistance Center, which serve campus-wide functions and which also use the term "Center."

**Rationale:**

The main reason for establishing an institute or center is to bring into sharp focus the communication, planning, research, or other efforts of faculty and students interested in an area of study not normally focused by school or departmental organization. A center or an institute can enhance professional development opportunities for faculty, build links with industry and the community, provide identifiable campus entities for practitioners, foster interdisciplinary work, aid in obtaining external support, and complement the instructional program. An academic auxiliary unit will typically follow upon a trend of interest and professional activity already pursued by the proposed membership with some degree of success and will usually involve an important matter currently neglected or an area expected to grow in importance.

Institutes and centers are most often proposed when the normal committee structure does not adequately serve the ends desired. On occasion, a center or institute will be mandated by legislation, or Chancellor's office fiat. In such cases, a proposal for establishment must still be developed and forwarded for review and approval.

**Definitions:**

~~A Center is a unit which generally encompasses several different disciplines or areas of study within a general area of~~

~~interest, and is typically interdisciplinary.~~

~~-----An institute is a unit within a department or within a center. The area of interest is less general than that of a center, usually focussed on a narrowed area of academic interest to be studied in great depth and detail.~~

An institute is a unit which has more than one interest and /or function.

A center is a unit with one interest and /or function.

An institute may encompass a number of units or centers.

#### Functions:

The functions of an institute or center may be any, all of, or more than the following:

- \* to provide opportunities for the professional development of faculty through basic and applied research and development activities, through challenging consultancies either sponsored or unsponsored, and through faculty exchanges
- \* to provide a clearinghouse for information of interest to practitioners and to conduct workshops and conferences for the continuing education of professionals
- \* to enhance the curriculum by facilitating and supplementing course-development academic learning
- \* to develop learning opportunities for students by ~~-----identifying and developing internships, co-op placements, -----and summer employment opportunities~~ to practice their academic disciplines
- \* to provide supplementary educational support by acquiring gifts, general purpose grants, and equipment donations.

#### Procedures for Establishing a Unit:

The procedure to establish an auxiliary academic unit has two stages, a preliminary stage and a formal stage. To begin the process, a prospectus or preliminary draft of the proposal will be submitted via the appropriate school dean or deans to the Vice President for Academic Affairs for presentation to the Deans' Council. The proposal will (1) outline the scope of the proposed unit, (2) describe its relationship to the mission of the institution, and (3) ~~present convincing arguments that the present departmental, school, or university organization cannot serve the needs outlined~~ provide justification that the proposed

unit better serves the needs outlined than the existing departmental, school, or university organization.

If conceptual approval to proceed is given by the Deans' Council and Vice President, the initiators will prepare a formal proposal. This version will consider and answer, among other questions, the following:

- \* what will the proposed unit do? (research, public service, etc.)
- \* why is it needed? why is the present organizational pattern not adequate?
- \* what is its relationship to the instructional program?
- \* who are the unit's founding members and how does their expertise relate to its purpose?
- \* what effect will the unit have on the department(s)? (e.g. will it generate released time for faculty or support for student research or internships?)
- \* what is the organizational structure of the unit?
- \* what are its bylaws?
- \* what support is required for ~~its leaders~~ the unit?
- \* what facilities will be needed? (space, equipment, etc.)
- \* how will the unit be financed in the short term and in the long run?
- \* what will happen if outside sources of funding are no longer available after the unit is formed?
- \* what constitutes membership in the unit?
- \* what is its advisory board? how selected?
- \* how will the unit ensure that participating faculty receive credit for their contributions in the review for retention, tenure, and promotion?

This formal proposal will be sent to the Vice President for Academic Affairs who may will appoint an ad hoc administrative review committee chaired by the Associate Vice President for Graduate Studies, Research and Faculty Development to aid in developing the full proposal. The proposal will then simultaneously be sent to the Academic Senate for review and consultation.

~~The proposal will be submitted via the Associate Vice~~

~~President-to-the-Deans'-Council:~~ After review by the Academic Senate, the proposal (including the Academic Senate review) will be submitted by the committee to the Deans' Council. The deans will make a recommendation to the Vice President for Academic Affairs concerning the establishment of the unit and will recommend a maximum for university resource support.

The Vice President will make a determination concerning the technical merits of the proposal and the proposed unit's financial viability, including the identification of any university resources essential to its establishment operation. If the proposed unit is judged viable, the proposal will be forwarded to the President for action.

#### General Considerations:

Each unit shall be administered by a director ~~appointed by the person to whom he or she reports, with the concurrence of the line administration through the Vice President for Academic Affairs~~ reporting to a member of the Academic Administration. The director shall be nominated by the faculty members of the proposed unit, and approved by the school dean(s) involved and also by the Vice President for Academic Affairs.

The director shall submit an annual report following each academic year to the Vice President for Academic Affairs, appropriate dean(s), financial supporters, and the Associate Vice President for Graduate Studies, Research and Faculty Development. The report shall include a summary of:

- \* what was done
- \* who did it
- \* how it was financed
- \* future plans

Every five years or less, the Vice President will appoint a committee to review the unit and to recommend continuation, change, or dissolution.

Organized units may not offer courses on their own for credit nor confer degrees, but will do so only through regular academic units. Members of a unit do not have academic titles unless they have them by virtue of an appointment in a department.

Administration of finances of the unit, except for that portion from the State budget, will be handled by the Cal Poly Foundation, not by the unit. The director shall be responsible for the unit's budget and for ensuring fiscal solvency.



**ACADEMIC SENATE**  
OF  
**CALIFORNIA POLYTECHNIC STATE UNIVERSITY**  
San Luis Obispo, California

**Background statement:**

There are other sources of funds that could be used for the Administrative Information Management System (AIMS) project instead of instructional funds. Some examples follow:

1. Unrestricted donations - The President is given more than \$100,000 a year in unrestricted donations by the Annual Giving Office.
2. Loan from the Cal Poly Foundation - The Administration can get a loan from the Cal Poly Foundation and pay it off with salary savings. The President asked for and received an interest-free loan of \$360,000 for athletic scholarships.
3. Salary savings - This is a source of funds which faculty are not allowed to use for equipment purchases. Financial Aid and University Relations each used salary savings in their IBM 36 system purchases.
4. Cal Poly Foundation University Services Fund - This was one of the sources of funding for the University Relations IBM 36 system and continues to be a source of funds for computer maintenance.
5. University Relations reserves or budget - Last year alone about \$40,000 was to be placed in the reserve. This money was remaining from the University Relations budget from the University Services Fund. A 10% cut in the yearly million dollar University Relations budget would yield over \$100,000; this budget includes funds for travel and professional development of up to 10 times more than a professor receives.

**AS-\_\_\_\_-86/\_\_\_\_**

**RESOLUTION ON  
AIMS FUNDING**

**WHEREAS,** Instructional funds are needed for the instructional program; and

**WHEREAS,** Other sources of funds are available; therefore, be it

**RESOLVED:** That instructional funds should not be used for the Administrative Information Management System (AIMS) project without the advice and consent of the Academic Senate.

Proposed By:  
William Forgeng  
September 16, 1986